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Chief, Economic Research

25 April 1955

Acting Chief, D/S

Systematic Transmittal of Gaps in Intelligence as Requirements at the Termination of Each Research Project

REFERENCE: Your Memorandum, same subject, 18 April 1955

The subject draft memorandum is considered to be proper and desirable in that it formalizes procedures which should be part of any adequate research effort. However, this division has the following specific comments:

1. Paragraph 2, b. -- The meaning of the term "requirement" is not clear. If it is used in the formal sense, this section would be almost identical with section 3. If it is intended to direct the analyst to list the direct and indirect data relevant to the gap, another term might be preferable.

2. Paragraph 3. -- It would appear that the analyst should have submitted requirements in the course of research in an effort to fill potential gaps. An additional requirement might be superfluous. "Gaps" in line 3 of this paragraph might be qualified "for which requirements are not already outstanding".

3. Paragraph 4. -- The following clause might be added to the proposed statement: "or are already the subject of outstanding requirements."

4. Paragraphs 3 and 4. -- It is possible that the project deadline and the existing research load may be such that all available information cannot be adequately exploited. Indicated gaps might, accordingly, be eliminated by more complete research rather than by the submission of requirements. The procedure should be flexible enough to allow for this possibility.

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